

Open Date: March 15, 2017	Job Title: Executive Director, CDVSA
Range: 24	Closing Date: March 20, 2017, 5:00 PM
Department: Public Safety	Salary: \$89,748 entry plus potential COLA
Location: Unspecified in Alaska; Includes travel within and outside of Alaska.	Division: Council on Domestic Violence and Sexual Assault
	Bargaining Unit: Exempt

The State of Alaska, Department of Public Safety, is recruiting for the position of Executive Director for the Council on Domestic Violence and Sexual Assault.

The Department of Public Safety is recruiting for an Executive Director to lead the Council on Domestic Violence and Sexual Assault (CDVSA). This position is in the Exempt Service under AS 39.25.110.

Under the general direction of the nine member council, this position:

- Coordinates services of agencies dealing with domestic violence, sexual assault, crisis intervention, and prevention; oversees and provides technical assistance and training to state agencies, Council-funded programs, and community groups.
- Improves safety for Alaskans by funding community shelters, crisis response, victim service, and batterers' intervention programs across the state.
- Oversees the development of applications for state and federal funding, and grants; receives and dispenses state and federal money, awards grants and contracts; ensures that Council-funded programs receive regular audits of their compliance with regulations and standards.
- Works collaboratively with a statewide network of resource providers and professionals, including the Alaska Network on Domestic Violence and Sexual Assault, to assist with prevention, intervention, referrals, victim assistance, and other services.
- Develops and implements data collection and evaluation tools to effectively track trends, monitor progress and determine program efficacy.
- Embodies a strong working knowledge of empowerment-based advocacy and trauma-informed approaches including best practices for working with co-occurring issues.
- Is community minded and has creative ideas and approaches to implement the Council's strategic plan. Develop new and unique ways to improve operations of the Council and create new opportunities.
- Oversight, leadership and supervision of the Council staff and office, located in Juneau, Alaska.

Please see the position description for a complete list of duties, minimum qualifications, and expected knowledge, skills and abilities.

HIRING RESTRICTION EXEMPTION

This individual position is EXEMPT from the current hiring restrictions and is open to candidates who qualify.

APPLICATION PACKAGE

The following items will make up the application package.

1. A cover letter should highlight the applicant's knowledge, skills, abilities and experience as they pertain to the position description. The Council office and staff are located in Juneau; the applicant must include an explanation of how s/he intends to fulfill the duties of the Executive Director if s/he does not intend to live in or relocate to the Juneau area.
2. Resume' going back a minimum of 10 years.
3. Copies of academic transcripts are required to verify education credentials if used to meet the minimum qualifications for this positions. Transcripts can be attached to the application, or provided at the time of the interview.
4. Two (2) most recent performance evaluations (if available).
5. Recent writing sample, preferably on a topic related to domestic violence and sexual assault.
6. List of three (3) professional references with current day time telephone numbers. Two (2) of the three references should be from current or former supervisors. The Council may contact other people who have had professional contact with you in the past.

The application package **must** be received by **5:00 PM on March20, 2017**. Hand delivery, USPS delivery, email or fax are all acceptable methods of delivery.

State of Alaska, Department of Public Safety
PO Box 111200
450 Whittier, Suite 208
Juneau, Alaska 99811-1200
Attn: CDVSA Hiring Committee

OR

dps.commissioner.office@alaska.gov

OR

907-465-4362 (fax number)

BACKGROUND CHECK

All Department of Public Safety employees are subject to background requirements per department policy. A criminal background investigation, including fingerprinting, is required.

EEO STATEMENT

The State of Alaska complies with Title I of the Americans with Disabilities Act (ADA). Individuals with disabilities, who require accommodation, auxiliary aides or services, or alternative communication formats, please call 1-800-587-0430 or 465-4095 in Juneau or (907) 465-3412 (TTY) or correspond with the Division of Personnel & Labor Relations at the address above. The State of Alaska is an equal opportunity employer.

For specific information in reference to the position please contact Jayne E. Andreen at :

Phone: 907-465-5503

Email: jayne.andreen@alaska.gov